

C-O-N-F-I-D-E-N-T-I-A-L

T/I/M-24  
22 July 1965

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

TASK TEAM I - CONTENT CONTROL

Minutes of the Twenty-fourth Meeting, 14 July 1965

Members or Their Representatives Present

NSA -  
DIA -  
CIA -  
CSS -

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Others Present

None

1. Minutes of the twenty-third meeting were approved. Members reported manhours spent in preparing for this and the previous meeting.

2. The team examined the format of the politico-geographic area structure and suggested that when notations are developed that the notation be included in conjunction with "see" references thus eliminating the requirement for the user to look elsewhere for the required notation.

3. The team then turned its attention to the subject structure. [ ] distributed copies of the new categories for Transportation Systems and Communications and Electronic Systems. These were reviewed by the team and changes recommended.

4. [ ] recommended that the Category I title, Political, be changed to Government & Politics; that Category II, Social and Cultural be changed to Social & Cultural Affairs; that Category III, Economics, be changed to Category IV, Commerce, Industry and Finance; and that Science and Technology be Category III. It was felt that the recommended new titles are more descriptive of category content and the changes recommended were approved. The approved category titles are now as follows:

GROUP I  
Excluded from automatic  
downgrading &  
declassification.

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Category I Government & Politics  
Category II Social & Cultural Affairs  
Category III Science & Technology  
Category IV Commerce, Industry & Finance  
Category V Transportation Systems  
Category VI Communications & Electronic Systems  
Category VII Armed Forces

25X1 5. The team then initiated an overall review of the categories and their scope and a number of additional changes were made.

[ ] was requested to review the results achieved, make sure that there were no inconsistencies in the scope notes and that all necessary inclusions, instructions and "see" references had been incorporated. A clean draft of all categories will then be prepared for final review by the team at the next meeting.

6. The next meeting will be held at 0930-1600 on 10 August 1965, Room 2E45 at CIA Headquarters.

*For* [ ]  
Secretary

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